

Meadowlake Farms Cluster Homes Association, Inc.

SPECIAL BOARD MEETING

November 3, 2022

111B Heather Way

1. Attendance & Call to Order

Board Members Present: Nancy Noble (Pres), Kristi Wilson (Sec.), Julia DelCasal (Member-at-Large)

Also Present: Sarah Knaub, Victory Community Management

Absent: Chanda Mayo-Ford (Treas.)

The special meeting of the Board of Directors was called to order at 6:35 pm.

2. Review proposed Management Services Agreement

Ms. Knaub highlighted the services provided by her association management company. She answered questions from the board and provided information about the cost of the proposed Management Services Agreement.

A motion was made, seconded and unanimously approved to contract with Victory Community Management, Inc. for association management services. The Agreement will take effect January 1, 2023.

3. 2023 Meeting Schedule

Board meetings will be held on the second Wednesday of the month at 6:30 pm via Zoom beginning January 11, 2023.

4. Landscaping Issues

The board and Ms. Knaub reviewed landscaping contract priorities and projects to be completed at the beginning of 2023.

5. 2023 Budget

The board reviewed a draft budget worksheet and made several revisions. The draft budget will be presented at the annual membership meeting.

6. Other Projects

The board provided Ms. Knaub with information about other projects that are in progress or that need to be initiated in 2023.

7. Calendar: The annual meeting is scheduled for Wednesday, November 30, 2022. The meeting will be held online.

The date of the December board meeting is TBD.

The meeting was adjourned at 8:25 pm.